

**CHARTER OF THE
UNITED STATES
INTERNATIONAL TELECOMMUNICATION ADVISORY
COMMITTEE**

1. Committee's Official Designation

The official designation shall be the United States International Telecommunication Advisory Committee (hereinafter "ITAC")

2. Authority

The ITAC is established under the general authority of the Secretary of State and the Department of State as set forth in Title 22, sections 2656 and 2707, of the United States Code (U.S.C.), and the Federal Advisory Committee Act ("FACA"), 5 U.S.C. Appendix. The approval of this Charter by the Under Secretary of State for Management under delegated authority constitutes the determination by the Secretary of State that the establishment of the Committee is in the public interest and essential to the conduct of the business of the Department of State.

3. Objectives and Scope of Activities

The purpose of ITAC is to advise the Department of State with respect to, and provide strategic planning recommendations on, telecommunication and information policy matters related to the United States' participation in the work of the International Telecommunication Union (ITU), the Organization of American States Inter-American Telecommunication Commission (CITEL), and the Organization for Economic Cooperation and Development (OECD), and other international bodies addressing telecommunications.

The functions of the ITAC and any subcommittees will be solely advisory, and each shall endeavor to reach recommendations on the basis of consensus. Any final decisions based upon the work of the ITAC shall be made by appropriate officers of the United States Government.

4. Description of Duties

ITAC activities are related to the duties carried out by the Secretary of State arising out of the Constitution, Convention and Administrative Regulations of the International Telecommunication Union (Geneva, 1992), as amended, the Statute of the Inter-American Telecommunication Commission (Managua, 1993), and the Convention on the Organization for Economic Cooperation and Development (Paris, 1960) and the foundation documents of other international bodies addressing telecommunications.

The ITAC will develop and coordinate proposed contributions to international and regional meetings and submit them to the Department of State for consideration and disposition, and provide advice on other related matters.

5. Agency or Official to Whom the Committee Reports

The ITAC shall report to the United States Coordinator for International Communications and Information Policy ("the Coordinator"). The ITAC will, as appropriate, maintain contacts with other domestic and international bodies having related interests.

6. Support

Support functions for the operation of the ITAC shall be supplied by funds available to the Secretary of State.

7. Estimated Annual Operating Costs and Staff Years

1. All funding necessary for the organization and operation of the ITAC shall be supplied from the Department of State, unless other funding sources become available.
2. All funding necessary for the organization and operations of each subcommittee shall be the responsibility of the respective agency or private organization providing the Chair of such subcommittee.

3. Members of the ITAC will serve at the expense of their respective organizations.
4. The estimated operating cost to the Department of the ITAC for its two-year term is \$165,000, including an estimated 2400 staff hours.

8. Designated Federal Officer

The Coordinator shall appoint a government officer to serve as the Designated Federal Officer (DFO). Alternate DFOs may also be appointed. The DFO or alternate DFO will approve or call all of the advisory committee meetings and the meetings of any subcommittees; will prepare and approve all meeting agendas, attend all committee and subcommittee meetings; adjourn any meeting when the DFO or alternate DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the Secretary of State; and will ensure that the Coordinator is apprised of all ITAC proceedings and activities.

9. Estimated Number and Frequency of Meetings

The ITAC will meet at such times and places and by such means as are required to fulfill ITAC objectives. It is anticipated that the ITAC will meet at least four times per year. Subcommittees will meet as appropriate for their assigned responsibilities.

10. Duration

It is anticipated that there will be a continuing need for the advice offered by this ITAC. The Department will periodically review this need.

11. Termination

In accordance with the FACA, the ITAC will terminate two years from the date that this Charter is filed unless the Charter is formally renewed in accordance with the applicable regulations.

12. Membership and Designation

A. Officers.

1. The ITAC shall have a Chair and other such positions as the Coordinator shall determine. Chairs of subcommittees established by the Coordinator shall be appointed by the ITAC Chair.
2. The Chair of the ITAC will be a Department of State staff member appointed by the Director, Office of Multilateral Affairs, International Communications and Information Policy (CIP) Deputate of the Bureau of Economic and Business Affairs.

B. Membership.

1. There shall be no fewer than 50 members appointed to the ITAC.
2. The Designated Federal Official may remove any individual member for any reason.
3. Membership of the ITAC is anticipated to include representatives of interested government agencies, who will be *ex officio* members, and one or more representatives of recognized operating agencies, scientific or industrial organizations that are engaged in the study of telecommunications or in the design or manufacture of equipment intended for telecommunication services, and individuals or representatives of any other entity with an interest in telecommunications and information policy matters. Each member will be expected to participate in U.S. conference and meeting preparatory activities.
4. The membership of subcommittees shall not be limited to a prescribed number, and there may be more than one member designated for each affiliated agency or organization.

13. Subcommittees

The ITAC may establish subcommittees to perform specific activities related to international meetings and to provide advice to the ITAC on strategic

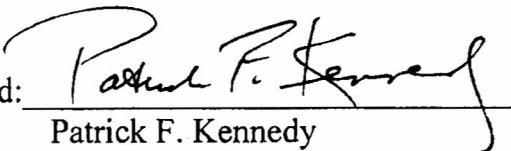
planning and other telecommunication and information policy issues, as appropriate. Such subcommittees shall provide advice only to the ITAC, and shall not provide advice directly to the Department.

14. Recordkeeping

The records of the ITAC and any subcommittees shall consist of all papers and documents pertinent to its establishment and activities, including its Charter, agenda, determinations for closed meetings, minutes, reports, and all documents related to its proceedings, including those of any study groups. The records shall be handled in accordance with General Records Schedule 26, Item 2. These records shall be available for public inspection and copying to the extent required by the Freedom of Information Act, 5 U.S.C. § 552.

15. Filing date:

NOW, THEREBY, this Charter shall be considered approved by the Department of State as of this date and shall be considered filed as of the date when copies have been provided to the appropriate standing committees of the Senate and the House of Representatives having legislative jurisdiction for the Department of State and to the Library of Congress pursuant to the provisions of the Federal Advisory Committee Act.

Approved: 
Patrick F. Kennedy
Under Secretary of State for Management
United States Department of State

Date: August 2, 2012

Filed: AUG -9 2012